



October 17, 2006

SUBJECT: Authorization to Accept a Second Year of \$10,000 in Grant Funds from the Satterberg Foundation for Tales for Tots: Increasing Storytimes to Young Children in Child Care Centers and Family Day Care Provider Homes and Budget Modification No. 14

REPORT IN BRIEF

The Library is requesting authorization to accept and expend \$10,000 awarded by the Satterberg Foundation for a second year of visits by children's librarians to preschools and day care homes to present story programs to young children. The Satterberg Foundation provides funds to non-profit organizations to enrich and support communities. The City of Sunnyvale is eligible for these funds because a member of the Satterberg extended family is a resident of Sunnyvale. The first year of Satterberg funding for the Tales for Tots program was a success. The Satterberg Foundation has approved funding for a second year to continue visits by children's librarians to day care center homes and preschools.

BACKGROUND

Current service levels allow children's librarians to visit preschools a maximum of twice each year to share stories, puppets and songs with young children. There had been no visits to small groups of children in home day care, prior to the visits made in 2005/2006 through a Satterberg Foundation grant. The Satterberg Foundation is a private philanthropic family group whose vision "is one of enriched, joyful, hopeful, and interconnected communities of individuals and families who have respect and opportunity, who are nurtured to reach their highest potential, and who are contributing, connected, and involved members of their communities." Past recipients have included the Enumclaw Public Library, Planned Parenthood of Western Washington, Seattle Children's Theatre, Port Townsend Marine Center, Pike Place Market Foundation, and locally, Fremont High School. Literature presentations to young children fulfill not only the mission of the Satterberg Foundation but also goals of the City of Sunnyvale through the services of the public library. The Satterberg Foundation and Library would like to continue the program.

EXISTING POLICY**Programs and Publications**

Policy 6.2C.1 Promote life-long use of the Library and love of reading through programs for children

Action Statements:

- 6.2C.1a Provide programs for children and their caregivers which develop interest and skills in reading
- 6.2C.1b Explore means of enhancing educational opportunities in day care by providing guidance for caregivers in selecting stories and planning activities

Collaboration and Customer Focus**Action Statement:**

- 6.2F.1i Seek grant funding to enhance library services

DISCUSSION

Authorization to Accept a Second Year of \$10,000 in Grant Funds from the
Satterberg Foundation for Tales for Tots: Increasing Storytimes to Young
Children in Child Care Centers and Family Day Care Provider Homes and
Budget Modification No. 14

October 17, 2006

Page 2 of 3

Recent research into infant brain development indicates that the early years are critical to the acquisition of language and the skills necessary to learn to read and write. Young children of working parents spend a significant amount of time in day care situations in which the caregiver may not have the time or awareness of the importance of using books, language, song and rhyme in the acquisition of these skills. In presenting story programs in day care situations, librarians can model for the care providers the best methods for using books to affect acquisition of these skills, as well as enrich the experiences of the children. The first year of librarian visits to day care homes and preschools through a Satterberg Foundation grant was evaluated highly by home day care providers and preschool teachers. Since the timeline for application for a second year of Satterberg Foundation funding was short, staff did not go through the routine process of requesting Council permission before applying for the Satterberg grant. Furthermore, this was a follow-up application for a grant that the Council had approved for 2005/2006.

FISCAL IMPACT

The Satterberg Foundation awarded grant funds in the amount of \$10,000 to enable children's librarians to continue to prepare and present story programs at preschools and day care homes. If accepted, the grant award will be established as a special project for FY 2006/2007.

**Budget Modification No. 14
Fiscal Year 2006/2007**

General Fund

Revenues

Satterberg Foundation Grant

Current

0

Increase

\$10,000

Revised

\$10,000

Expenditure

Project No. 826030: Tales for Tots Grant

0

\$10,000

\$10,000

CONCLUSION

Young children who spend a significant part of their waking lives in a day care situation rather than with a parent often lack the opportunity to acquire the language and early literacy skills that will facilitate their learning to read and write. In sharing books with these children, knowledgeable and well-trained librarians can present these opportunities as well as demonstrate the pleasure to be found in books. When they begin elementary school, the children will be ready to learn to read and write. In addition, caregivers and teachers who observed the presentations of children's librarians during the 2005/2006 Satterberg grant stated that they learned methods for reinforcing these skills. Teachers, caregivers, and parents will also be invited to attend library workshops on building these early literacy skills.

PUBLIC CONTACT

Public contact was made through posting of the Council agenda on the City's official notice bulletin board, posting of the agenda and report on the City's Web page, and the availability of the report in the Library and City Clerk's office. The Board of Library Trustees reviewed the Report at their meeting on October 2, 2006.

ALTERNATIVES

1. Council accepts \$10,000 from the Satterberg Foundation for a continuation of the Tales for Tots program: Increasing Storytimes to Young Children in Child Care Centers and Family Day Care Provider Homes, and authorizes Budget Modification No. 14.

Authorization to Accept a Second Year of \$10,000 in Grant Funds from the
Satterberg Foundation for Tales for Tots: Increasing Storytimes to Young
Children in Child Care Centers and Family Day Care Provider Homes and
Budget Modification No. 14

October 17, 2006

Page 3 of 3

2. Council rejects \$10,000 from the Satterberg Foundation for a continuation of the Tales for Tots program: increasing Storytimes to Young Children in Child Care Centers and Family Day Care Provider Homes.

RECOMMENDATION

At the October 2, 2006 Board of Library Trustees meeting, the Board voted to recommend to Council Alternative #1, Accept \$10,000 from the Satterberg Foundation for a continuation of the Tales for Tots program: Increasing Storytimes to Young Children in Child Care Centers and Family Day Care Provider Homes, and Authorize Budget Modification No. 14. The Board is eager to extend the program due to its success during the first year.

Staff recommends Alternative #1, Accept \$10,000 for a continuation of the Tales for Tots program: Increasing Storytimes to Young Children in Child Care Centers and Family Day Care Provider Homes, and authorize Budget Modification No. 14. The additional exposure to story programs presented by knowledgeable and well-trained children's librarians will continue to help children in day care homes and preschools to build the skills and language they need to be ready to read and write when they begin their elementary school years.

Reviewed by:

Deborah L. Barrow, Director, Libraries
Prepared by: Susan Denniston, Administrative Librarian

Reviewed by:

Mary Bradley, Director, Finance
Approved by:

Amy Chan
City Manager

Attachments

- A. Award Letter, Satterberg Foundation
- B. Draft Board of Library Trustees Meeting Minutes of October 2, 2006



DRAFT MINUTES

SUNNYVALE BOARD OF LIBRARY TRUSTEES OCTOBER 2, 2006

The Board of Library Trustees met in regular session in the Library Program Room, 650 West Olive Avenue at 7:10 p.m. with Jim Griffith presiding.

ROLL CALL

PRESENT: Chair Jim Griffith
Vice Chair John Lilly
Boardmember Kathy Meagher
Boardmember Narendra Pathak

STAFF PRESENT: Deborah L. Barrow, Director of Libraries
Sandra Barajas, Recording Secretary

SCHEDULED PRESENTATION: None.

PUBLIC ANNOUNCEMENTS: None.

CONSENT CALENDAR:

- 1.A) Approval of Draft Minutes of 9/11/06
- 1.B) Approval of Agenda

Boardmember Pathak moved, and Vice Chair Lilly seconded, approval of items 1.A and 1.B as presented. Motion carried unanimously.

CITIZENS TO BE HEARD: None.

PUBLIC HEARINGS/GENERAL BUSINESS:

2. RTC: Authorization to accept \$22,525 grant funds from the California State Library for the Library Services and Technology Act Grant Program to provide access to Live Homework Help, an online homework assistance program, and Budget Modification No. 13: Director Barrow provided the Board with a brief overview of the draft RTC. Discussion ensued regarding funding, publicity of program, and availability of tutors.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Boardmember Pathak moved, and Vice Chair Lilly seconded, to recommend to Council Alternative 1 which accepts \$22,525 from the California State Library for the Library Services Technology Act (LSTA) Grant Program to provide access to Live Homework Help, and authorizes Budget Modification No. 13 because the program is a great opportunity for Sunnyvale students. Motion carried unanimously.

3. RTC: Authorization to accept a second year of \$10,000 in grant funds from the Satterberg Foundation for Tales for Tots: increasing storytimes to young children in child care centers and family day care provider homes and Budget Modification No. 14: Director Barrow provided the Board with a brief overview of the draft RTC. Discussion ensued regarding success of first year and information about the Satterberg Foundation.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Vice Chair Lilly moved, and Boardmember Meagher seconded, to recommend to Council Alternative 1 which accepts \$10,000 from the Satterberg Foundation for a continuation of the Tales for Tots program: increasing storytimes to young children in child care centers and family day care provider homes, and authorizes Budget Modification No. 14. The Board is eager to extend the program due to its success during the first year. Motion carried unanimously.

4. Library of the Future Update:

Director Barrow provided the Board with an overview of the Library of the Future Community Forum and Focus Group meetings. Approximately 108 community members participated in the Community Forum on Wednesday, September 20 and 10 to 12 participated in each of the five Focus Groups. Director Barrow thanked the Friends of the Library for providing the food for the Community Forum. Participants in the Community Forum and the Focus Groups were enthusiastic and appreciative of the opportunity to contribute their ideas. Library staff also discussed the Library of the Future at the Lakewood Family Fun Night held at the Library on Thursday, September 28 with approximately 170 in attendance. The Lakewood Family Fun Night provided input that was lacking and much needed from the area of North Sunnyvale and the Hispanic Community. Anderson Brulé Architects staff is currently compiling the Needs Assessment and Plan of Service for staff review. The Library Board of Trustees will review the preliminary results at their November 6 meeting.

Chair Griffith opened the public hearing and there being no public testimonies, closed the public hearing.

5. December Board Meeting Time/Location:

Director Barrow requested that the Board consider holding a special meeting on Monday, December 18 in order to review preliminary information regarding the Needs Assessment, Plan of Service and the Building Program. The December 18 meeting is needed to maintain the timeline and to get the preliminary report to Council as planned, on January 23, 2007.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Vice Chair Lilly moved, and Boardmember Pathak seconded, to reschedule the Monday, December 4 Board meeting to Monday, December 18 in Council Chambers. Motion carried unanimously.

6. Special Meeting – March 26, 2007:

Director Barrow suggested that the Board schedule a special meeting for Monday, March 26, 2007 in order to review draft RTC regarding Library of the Future and options based on Council direction. Discussion ensued regarding the 2007 workplan calendar and combining the March 26 and April 2 meeting.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Vice Chair Lilly moved, and Boardmember Pathak seconded, to schedule a special Board meeting on Monday, March 26 and moving public hearing items that would normally be discussed in April to March 26. Motion carried unanimously.

7. Public Safety Pancake Breakfast:

The annual Public Safety Pancake Breakfast is scheduled for Saturday, October 14 from 8 to 11 a.m. at Fire Station #2 located on Wolfe Rd. and Arques Ave. Boardmembers were invited to participate in the event. Boardmembers signed up for one 1 ½ hour slot to assist with the Library information table.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

8. Review Study Issues:

Director Barrow informed the Board of a possible Study Issue regarding conference and training for Boards and Commission Members. If a study issue is recommended, a special meeting may be held for Board review and ranking.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

9. Representative to Silicon Valley Library System Advisory Board:

Director Barrow provided the Board with a brief overview of the System Advisory Board (SAB) role and/or responsibilities. Community member Thomas Flaherty's term just expired and he volunteered to continue a two year term on the SAB.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Vice Chair Lilly nominated, and Boardmember Meagher seconded, the reappointment of Thomas Flaherty to a two year term to the System Advisory Board.

NON-AGENDA ITEMS AND COMMENTS

• BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS

Boardmember Meagher mentioned that she utilized the Link+ program and was very impressed with its service, ease of use and quick delivery.

Chair Griffith mentioned that the Friends of the Library Book Sale is scheduled for Saturday, October 7 from 10 a.m. to 4 p.m. at the Raynor Center, 1500 Partridge Ave. in Sunnyvale.

• STAFF ORAL COMMENTS

Director Barrow noted the following:

- Feature Film loan limit has been revised from six items to three items.
- Iteam representative was onsite the week of September 18 to troubleshoot difficulties with the Internet scheduling software.
- Four new self-check machines are tentatively scheduled to arrive on October 6 with installation the week of October 9.
- Metrofi's service is no longer in beta, however, wi-fi within the Library is still limited to perimeter areas only.
- Library staff is currently testing the Ecommerce module.

- The local library web site improvement project grant was not awarded to the Library because Library staff could not accept the grant guidelines which involved moving the entire Library Web site to an external server.
- Lakewood Family Fun Night was held on Thursday, September 28 and approximately 170 parents/students participated in the event. Library staff provided tours and signed families up for library cards and obtained feedback regarding the Library of the Future. The event was held in English and Spanish.
- Library staff will participate in the Chamber of Commerce's Connect with Sunnyvale Expo on Wednesday, October 4 on the Lockheed campus.
- Library staff will participate in the Family Fun Night at the Columbia Neighborhood Center on Wednesday, October 18.
- The Sunnyvale Community Visioning Festival will be held on Saturday, October 28 from 9 a.m. to 2 p.m. at the Sunnyvale Community Center.
- Next Board meeting is scheduled for Monday, November 6 in the Library Program Room.

INFORMATION ONLY ITEMS: None.

ADJOURNMENT: 7:48 p.m.

Respectfully submitted,

Deborah L. Barrow
Library Director